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Approved For Release 2003/02/27 : CIA-RDP54-00177A000100130075-7

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Building Maintenance and Utilities Div. DATE: 31 October 1951  
 FROM : Acting Chief, Telephone Branch  
 SUBJECT: Telephone Branch Monthly Report

1. Noted hereon are charges for services rendered by The Chesapeake and Potomac Telephone Companies and The American Telephone and Telegraph Company for the month of August 1951.

25X1A

Telephone Service Bill	\$15,913.58
Long Distance Bills	6,053.00
	758.40
I.I. Channels, L.L.'s, P.L.'s and TWX	1,533.14
Miscellaneous	178.10
	<u>\$24,436.22</u>

2. The following additional information is submitted for the month of August 1951:

- a. Total number and cost of outside local calls placed over switchboard,   
 No. of calls - 102,216 Cost - \$3,579.56
- b. Non-recurring installation charges for station equipment --- \$649.50
- c. Recurring rental of new station equipment less value of station equipment disconnected - increase \$194.96
- d. Non-recurring move or relocation charges for station equipment already in use --- \$301.50

25X1

3. Estimated Telephone Company premium overtime chargeable to this Agency for the month of September 1951.

Total Hours -- None Estimated Cost None

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*SECURITY INFORMATION*

4. Also, listed below are estimated amounts for services to be rendered during the month of November 1951.

25X1A

Telephone Service Bill	\$18,000.00
Long Distance Bills	7,500.00
<div data-bbox="511 583 1214 621" style="border: 1px solid black; height: 18px; width: 433px;"></div>	1,200.00
T.T. Channels, L.L.'s, P.L.'s and TWX	2,000.00
Miscellaneous	<u>300.00</u>
	\$29,000.00

5. A total of 93 requisitions for services were processed by this Branch during the month of October 1951. These included requests for moves, changes of equipment, additional equipment, termination of equipment, etc. There are 135 unused branch lines available for

25X1A

25X1A9A

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